



Middlesex Community College
Radiologic Technology Program
Information Packet
Fall 2020

100 Training Hill Road
Middletown, CT 06457-4889
(860) 343-5800

www.mxcc.edu/degrees/radtech
<http://mxcc.edu/future-students/selective-admissions/>

All potential applicants are strongly encouraged to attend an Information Session to learn more about the Program. A list of upcoming events is available at <http://mxcc.edu/future-students/selective-admissions/>.

Rev. 10/2019: Please disregard all previous versions of this Information Packet.

TABLE OF CONTENTS

| | |
|--|----|
| Introduction_____ | 3 |
| Program Information_____ | 3 |
| Accreditation_____ | 4 |
| Advisement_____ | 4 |
| Educational Advancement_____ | 4 |
| Application Process_____ | 5 |
| Interview Process_____ | 7 |
| Selection Process_____ | 7 |
| Program of Study_____ | 8 |
| Program Mission Statement_____ | 9 |
| Program Effectiveness Data_____ | 10 |
| Technical Standards_____ | 11 |
| Important Information for Accepted Students_____ | 13 |
| Observation Guidelines_____ | 14 |
| Observation Policy Agreement_____ | 17 |
| Observation/Shadow Documentation Form_____ | 19 |
| Mid-Term Grade Report_____ | 21 |

Introduction

Middlesex Community College's Radiologic Technology program prepares students for entry-level employment as Radiographers in hospitals, clinics, and medical offices. The program emphasizes that quality patient care will be provided by individuals who have received instruction based on educational and instructional guidelines consistent with the profession.

Middlesex Community College Mission

In all it does, Middlesex Community College strives to be the college of its community. By providing high quality, affordable, and accessible education to a diverse population, the college enhances the strengths of individuals through degree, certificate, and lifelong learning programs that lead to university transfer, employment, and an enriched awareness of our shared responsibilities as global citizens.

Accessibility & Disability Services

Middlesex Community College is committed to equal access for persons with disabilities. Academic adjustments are provided to students with disabilities to assure equivalent access to academic and campus programs. For information about academic adjustments and how to request them, please contact Hilary Phelps, Disability Support Services Coordinator (Founders Hall, room 121; 860-343-5879 or hphelps@mxcc.edu). Ms. Phelps works with students to discuss individual requests, review the type of adjustments and services that MxCC will provide, and inform them about any documentation that may be necessary to arrange for certain adjustments. Students with disabilities are encouraged to contact Ms. Phelps at least one month before classes begin to avoid any delay in providing academic adjustments, especially when the college must arrange for external resources to provide the adjustments. Academic adjustments cannot be given retroactively. For further information, please visit www.mxcc.edu/disability-services.

Program Information

Middlesex Community College School of Radiologic Technology is a full-time, 22-month program for students interested in a career in Radiography. The program accepts and starts a new class during the fall semester each year. Enrollment in the program is restricted by limited clinical facilities and strict JRCERT clinical capacity requirements.

Following the successful completion of all Program requirements and obligations to the college, students are awarded an Associate of Science – Radiologic Technology Degree and may sit for the national certification examination administered by the American Registry of Radiologic Technologists. Successful completion of the national certification examination with a minimum score of 75 is necessary for application to the State of Connecticut for licensing purposes as a Radiographer.

The program adheres to MxCC Student and Faculty Non-Discrimination policies in that there is no discrimination of student or faculty based on race, color, national or ethnic origin, religion, age, sex, marital or veteran status, sexual orientation, physical disability, or any other legally protected status.

Our graduates are allied health professionals who operate imaging equipment to obtain diagnostic radiographs for every part of the body. Employment opportunities include education, sub-specialization, sales and applications, and administration.

Accreditation

The Middlesex Community College School of Radiologic Technology is accredited by The Joint Review Committee on Education in Radiologic Technology (JRCERT) and authorized by the Connecticut Board of Regents.

The Joint Review Committee on Education in Radiologic Technology
20 North Wacker Drive, Suite 2850
Chicago, IL 60606-3182
(312) 704-5300
www.jrcert.org

The JRCERT Standards for an Accredited Program in Radiologic Sciences are available at www.jrcert.org/programs-faculty/jrcert-standards/

Advisement

Dr. Judy Wallace
Professor of Biology/Anatomy & Physiology
Coordinator, Radiologic Technology Program
Wheaton Hall, room 209

(860) 343-5780
jwallace@mxcc.edu

Educational Advancement

The Radiologic Technology Program supports the educational advancement of its graduates. Middlesex Community College offers post-primary certification programs in Computed Tomography, Mammography, and Magnetic Resonance Imaging. To learn more about these exciting opportunities and the admissions process for both, please visit our website: <http://mxcc.edu/future-students/selective-admissions/>.

Application Process

Radiologic Technology is a selective admissions program. The deadline to submit all application materials (including all final official transcripts) to the Office of Enrollment Services at Middlesex Community College is **March 6, 2020**. *Late applications and transcripts are not accepted.*

All applicants are required to submit the following by the March 6, 2020 deadline:

- ✓ **General Middlesex Community College application.**
- ✓ **Signed and completed Radiologic Technology Application.** The application is available online at <http://mxcc.edu/future-students/selective-admissions/> or at the Office of Enrollment Services (Founders Hall).
- ✓ **Proof of high school completion.** Submit an official final high school transcript or a photocopy of the high school diploma or **GED certificate**.
- ✓ **Official college or university transcripts** from all colleges ever attended. If you have completed courses at Middlesex Community College, you do not need to submit a Middlesex transcript.

All transcripts must be final transcripts. Students taking courses in the fall or winter semester must submit transcripts that include their fall & winter grades. ***You must submit all transcripts (including those with course withdrawals, course failures, and remedial/developmental courses) regardless of the age of the transcripts and applicability to the Radiologic Technology program. This includes any college credits earned while in high school.***

- **Minimum 2.7 Rad Tech GPA-** based only on the college courses with grades that meet the admission requirements and curriculum requirements of the Radiologic Technology Program. The Rad Tech GPA is a program-specific calculation and may differ from your college GPA. *(Please note: if an applicant is using a course from a Fresh Start Semester to meet a Rad Tech admission or program curriculum requirement, that course will count in the calculation of the applicant's Rad Tech GPA.)*
- Completion of **BIO*211** (Anatomy and Physiology I) or equivalent, **with a grade of C+ or higher**, completed within five years prior+ to application deadline of **March 6, 2020**.
- Completion of **BIO*212** (Anatomy and Physiology II) or equivalent, **with a grade of C+ or higher**, completed within five years prior+ to application deadline of **March 6, 2020** or completed during, but no later, than the spring semester of application year.
- Completion of **ENG*101** (English Composition) or equivalent with a grade of C or better by the application deadline of **March 6, 2020**.

+ "Five years prior" is defined as having completed the course between December 2014 and March 22, 2020.

- ✓ **One page personal statement:**
 - Must address the following topics:
 - Brief biography
 - Reason(s) for interest in the Radiologic Technology field
 - Reflection on the applicant's observation experience.
 - The personal statement should be submitted in Times New Roman 12 pt. font, double-spaced, and signed with an original (not computer-generated) signature.
 - ***Hand-written essays are not accepted.***

- ✓ **Written documentation of having spent time observing radiographers in their professional setting.** To arrange an observation at Middlesex Health, please contact Donna Crum (before February 2020) at donna.crum@midhosp.org. Applicants will need to make their own arrangements to complete an observation at another facility. Please see page thirteen of this packet for the form to submit.

- ✓ **Mid-term grade report.** Students taking college courses during the spring 2020 semester must submit their mid-term grades before the March 6, 2020 deadline. Please see page eight for the mid-term grade report form.

- ✓ **Immunization Records**
 - Middlesex Community College requires documented proof of immunization (2 doses of each OR positive titer test results) for Measles, Mumps, Rubella (MMR) and Varicella (chicken pox). Clinical sites and Middlesex Health may require additional/more detailed immunization documentation.
 - Students must also have a two-step – Tuberculosis test record documentation within 1 year of the start of the program.
 - Clinical sites also require a non-reactive PPD test (Mantoux not more than one year old) and flu shot of all students. Additional immunizations may apply; students will receive additional information at the time of their acceptance into the program.

Interview Process

After the application deadline has passed, the Radiologic Technology Program Review Committee will review all applications to determine if the applicant is eligible for consideration. The Office of Enrollment Services will then contact eligible applicants if selected for an interview. Not all eligible applicants will receive an invitation to interview.

Selection Process

Interviews use a prescribed question format. Upon completion of the interview, the top candidates (up to twenty-four students and alternates) will undergo a background check as discussed during the interview process. Based on the outcome of the background checks, up to twenty-four candidates will receive an invitation to join the program. Applicants not chosen for admission are encouraged to apply for the next academic year.

The alternates are on the Program waitlist for the incoming fall cohort that year. If an opening becomes available, before the start of classes, applicants will be selected (in rank order) from the waitlist and offered a spot in the Program. Applicants who refuse a spot in the Program are removed from further consideration. The waitlist dissolves at the start of the fall semester.

The waitlist will not carry over from year to year. Applicants who are not selected from the waitlist will need to submit a new application packet if they want to be considered for admission to the Radiologic Technology program the following year. Please review the college website for any updates regarding the admissions guidelines and process. Applicants may contact the Office of Enrollment Services to see what general application information is still on file.

The program starts in the fall semester each year. Decisions will be available by mid-May each year.

MXCC Radiologic Technology Program of Study

The program of study reflects a full-time curriculum plan that matriculated students enrolled in the radiologic technology program are required to complete before graduation. Many students complete most of the general education courses before applying to the program. Non-radiology courses must be taken no later than the semester listed in the plan of study but may be taken earlier; radiology courses must be taken in the stated sequence. RAD* courses scheduled for the summer session are mandatory courses toward the completion of the radiologic technology professional curriculum.

Students must earn a "C" or higher in all RAD* designated and program courses with the exception of BIO*211 and BIO*212 which is a C+ or higher. Students who fail to complete required courses or meet the minimum grade requirement may be dismissed from the program. There may be prerequisite courses that must be successfully completed prior to taking listed courses. *It is the responsibility of the students to know and meet all requirements for graduation.*

Program Admission and Prerequisite Courses (11 Credits)

ADMISSION REQUIREMENTS

ENG*101: English Composition (3 credits) with a "C" or better

BIO*211: Anatomy & Physiology I (4 credits) with a "C+" or better taken within the past 5 years.

PREREQUISITE REQUIREMENTS

BIO*212: Anatomy & Physiology II (4 credits) with a "C+" or better taken within the past 5 years but no later than the spring semester of application year.

| Semester 1, Fall (16 credits) | | Credits |
|-------------------------------|-------------------------------------|---------|
| PHY*110 | Introductory Physics | 4 |
| MED*125 | Medical Terminology | 3 |
| RAD*105 | Radiographic Anatomy & Procedures I | 3 |
| RAD*109 | Methods of Patient Care I | 1 |
| RAD*171 | Radiographic Clinical Practicum I | 2 |
| MAT*137 | Intermediate Algebra | 3 |

| Semester 2, Spring (14 credits) | | Credits |
|---------------------------------|---|---------|
| PSY*III | General Psychology I | 3 |
| RAD*209 | Methods of Patient Care II | 3 |
| RAD*172 | Radiographic Clinical Practicum II | 2 |
| RAD*219 | Radiographic Equipment and Image Production | 3 |
| RAD*204 | Radiographic Anatomy & Procedures II | 3 |

| Summer Session (7 credits) | | Credits |
|----------------------------|--|---------|
| RAD*240 | Radiographic Clinical Practicum III | 4 |
| RAD*200 | Radiologic Physics & Diagnostic Imaging Modalities | 3 |

| Semester 3, Fall (14 credits) | | Credits |
|-------------------------------|------------------------------------|---------|
| | Aesthetic Dimensions Elective* | 3 |
| RAD*222 | Radiobiology and Protection | 3 |
| RAD*223 | Pathology for Medical Imaging | 2 |
| RAD*206 | Quality Assurance | 3 |
| RAD*241 | Radiographic Clinical Practicum IV | 3 |

| Semester 4, Spring (6 credits) | | Credits |
|--------------------------------|------------------------------|---------|
| RAD*271 | Advanced Clinical Internship | 6 |

Total Program Credits: **68 credits** (general education = 27 credits; RAD* = 41 credits)

*Effective fall 2017, students beginning the Rad Tech program should refer to the **Graduation Checklist** for updated information regarding options for this elective.

Program Mission Statement, Goals, and Student Learning Outcomes

Mission: The Middlesex Community College Radiologic Technology Program is dedicated to educating and training students to become certified, professional, and competent technologists in the field of Radiologic Sciences.

Students will be clinically competent.

Student Learning Outcomes:

- Students will correctly apply positioning skills for patient procedures based on patient assessment.
- Students will select appropriate technical factors for patient procedures based on patient assessment.
- Students will practice radiation safety.

Goal: Students will utilize critical thinking skills.

Student Learning Outcomes:

- Students will correctly apply positioning skills for patient procedures based on patient assessment.
- Students will select appropriate technical factors for patient procedures based on patient assessment.
- Students will practice radiation safety.

Goal: Students will demonstrate professional behaviors.

Student Learning Outcome:

- Students will demonstrate professional behaviors.

Goal: Students will communicate effectively.

Student Learning Outcomes:

- Students will use effective oral communication skills.
- Students will practice written communication skills.

The Program's mission is achieved when the graduate has successfully completed and achieved all Program Goals and Outcomes. The program mission complements the missions and values of our clinical affiliates.

Program Effectiveness Data

*Note: Graduate follow up surveys are typically sent to graduates 6 months following graduation. Information is updated as graduate surveys are received and analyzed each year.

Credentialing Pass Rate

Five-year average credentialing examination (American Registry of Radiologic Technologists Radiography exam) pass rate of not less than 75 percent at first attempt within 6 months of graduation. The credentialing examination pass rate is the number of graduates who, on the first attempt, pass the American Registry of Radiologic Technologists certification exam.

| YEAR | PERCENT PASSING ON 1 ST ATTEMPT | NUMBER OF STUDENTS |
|---------------------|--|---|
| 2014 | 94% | 17 of 18 students passed on the 1 st attempt within 6 months of graduation |
| 2015 | 85% | 11 of 13 students passed on the 1 st attempt within 6 months of graduation |
| 2016 | 80% | 12 of 15 students passed on the 1 st attempt within 6 months of graduation |
| 2017 | 94% | 16 of 17 students passed on the 1 st attempt within 6 months of graduation |
| 2018 | 94% | 17 of 18 students passed on the 1 st attempt within 6 months of graduation |
| 5-year average= 90% | | 73 of 81 students passed on the 1 st attempt within 6 months of graduation |

Program Completion Rate

Program completion rate is defined as the number of students who completed the program within 150% of the stated program length. The program length is 22 months and completion rate is defined as those students graduating within 33 months of the beginning of the program. The entry point is the first day of the fall semester of the first year of the program. 80% of all students starting the program will complete the program.

| YEAR | PERCENT COMPLETION | NUMBER OF STUDENTS |
|----------------|--------------------|---|
| 2014 | 95% | 19 began; 18 graduated; 1 voluntary withdrawal |
| 2015 | 87% | 15 began; 13 graduated; 1 voluntary withdrawal; 1 academic dismissal |
| 2016 | 79% | 18 began; 15 graduated; 2 voluntary withdrawals; 1 academic dismissal |
| 2017 | 94% | 19 began; 17 graduated; 2 voluntary dismissals |
| 2018 | 95% | 19 began; 18 graduated; 1 voluntary withdrawal |
| 5-year average | 90% | 90 began the program; 81 graduated; 7 voluntary withdrawals; 2 dismissed due to academics |

Job Placement Rate

Five-year average job placement rate of not less than 75% within 6 months (1 year starting in 2014) of graduation. The Joint Review Committee on Education in Radiologic Technology (JRCERT) defines job placement as the number of graduates who actively sought employment in the radiologic sciences.

*Employment rate is defined as the number of graduates employed in the radiologic sciences compared to the number of graduates actively seeking employment in the radiologic sciences.

| YEAR | PERCENT COMPLETION | NUMBER OF STUDENTS |
|----------------|--------------------|--|
| 2014 | 100% | 8 of 18 sent surveys were completed and returned: 8 of 8 graduates were employed* within 1 year of graduation |
| 2015 | 100% | 3 of 13 sent surveys were completed and returned: 3 of 3 graduates were employed* within 1 year of graduation |
| 2016 | 100% | 8 of 15 sent surveys were completed and returned: 8 of 8 graduates were employed* within 1 year of graduation |
| 2017 | 100% | 12 of 17 sent surveys were completed and returned: 12 of 12 graduates were employed* within 1 year of graduation |
| 2018 | 100% | 5 of 18 sent surveys were completed and returned: 5 of 5 graduates were employed* within 1 year of graduation |
| 5-year average | 100% | 81 graduates: 37 returned surveys; 37 graduates were employed within 1 year of graduation |

Technical Standards for Admission and Retention

Students with any type of impediment/disability (ADD, ADHD, learning, physical, psychiatric or anything else) with which you need assistance, you must contact Disability Support Services (DS) at 860-343-5879. DS information is available at <http://mxcc.edu/disability-services/>. Documentation must be supplied through Disability Services by all students requesting accommodations. For any accommodations to be considered, the student must file the impediment/disability with Middlesex Community College Disability Services (DS) and follow all DS procedures. If a student wishes to request special accommodations, they must follow the procedure listed on the DS website. Students are encouraged to contact Disability Services to allow enough time to process your request.

| Standard | Examples |
|---|--|
| Motor Skill: The student must possess enough strength and motor coordination required to execute the movements and skills required to safely perform the functions of a radiographer for up to 10 hours. | The ability to: -Carry, reach, stoop, and lift up to 35 pounds -stand and walk without support up to 100% of the time while assigned to the clinical setting -demonstrate enough gross and fine motor coordination to respond quickly and efficiently to patients |

| | |
|---|--|
| <p>Sensory Ability: The student must possess the ability to obtain information in the classroom, laboratory, or clinical settings. Visual Acuity (Minimum: Corrective 20/40 bilaterally)</p> | <p>The ability to:</p> <ul style="list-style-type: none"> -visually monitor patient and equipment during procedures -visually assess computerized/radiographic images -visually use various digital and technological equipment and controls -visually prepare and administer contrast media and other medications as directed -hear effectively sounds of patient distress and patient monitoring devices and overhead communication -understand a normal speaking voice and to respond appropriately |
| <p>Communication Ability: The student will have the ability to accurately convey and interpret information in fluent English to patients and the healthcare team using various communication techniques (verbal, written, assisted (such as TTY) and/or electronic).</p> | <p>The ability to:</p> <ul style="list-style-type: none"> -question a patient, family member, and /or caregiver, and relay information -verbally communicate to obtain an accurate clinical history, provide optimal patient care, and direct patients during procedures -demonstrate literacy sufficient to access information and to effectively document using technology -effectively interpret and process information |
| <p>Professional Attitudes and Behaviors: The student must demonstrate:</p> <ul style="list-style-type: none"> -concern for others, integrity, ethical conduct, accountability, interest and motivation. -professional interpersonal skills with a diverse population (Cross-cultural competency) | <p>The ability to:</p> <ul style="list-style-type: none"> -remain focused on multiple details and tasks for up to 10 hours (the clinic shift.) -function effectively under stress and adapt to changing environments inherent in clinical practice, -make proper judgements regarding safe and quality care -maintain effective, mature, and sensitive relationships with patient, families, caregivers, students, faculty, staff and other professionals under ALL circumstances |
| <p>Critical Thinking: The student must be able to prioritize, organize and attend to tasks and responsibilities efficiently.</p> | <p>The ability to:</p> <ul style="list-style-type: none"> -conceptualize human anatomy in three dimensions -collect, interpret, and analyze written, verbal, and observed data, -utilize basic mathematical concepts and arithmetic formula to perform exposure factor calculations and other technical problems related to radiographic image quality, -prioritize multiple tasks, integrate information and make appropriate decisions concerning patient care and equipment manipulations -understand and apply didactic theory of radiographic principles to their respective clinical applications |

***The program reserves the right to require the applicant or student to physically demonstrate any of the above listed skill

IMPORTANT INFORMATION FOR STUDENTS ACCEPTED INTO THE RADIOLOGIC TECHNOLOGY PROGRAM

CLINICAL SITES

Clinical learning experiences are planned as an integral part of the program and are held at a variety of healthcare settings, such as hospitals, extended care facilities, and selected community health centers. Students are responsible for arranging their own transportation to and from assigned clinical sites. Clinical experiences may be assigned during daytime, evening, or weekend hours. Assignment of clinical sites is at the discretion of the faculty. Clinical sites could be within an hour radius of the college, and may require a mandatory parking fee.

CRIMINAL BACKGROUND CHECKS

Several clinical sites are now requiring that criminal background checks be completed on any students who will be attending a clinical rotation at those facilities. Students found guilty of having committed a felony/misdemeanor may be prevented by a facility from participating in clinical experiences at particular clinical sites. If you cannot participate in a clinical rotation at an assigned facility, you may not be able to complete the objectives of the course and of the program.

HEALTH REQUIREMENTS

All Radiologic Technology students must comply with all medical requirements and will be given supplemental information during the interview process.

WAIVER OF LICENSURE GUARANTEE

Upon successful completion of the Associate Degree in Radiologic Technology, the graduate is eligible to take the licensure exam of the American Registry of Radiologic Technologists. Graduation from the Radiologic Technology Program does not guarantee licensure to practice.

Middlesex Health – School of Radiologic Technology Academic Observer Policy

Purpose:

Prospective radiography students are required to do a minimum of a two (2) hour observation in a radiology department prior to program admission. The requirements for persons to observe the operations of the radiology department, including direct observation of patient care.

Scope:

Radiology department at a hospital.

Definition of Terms:

The term ACADEMIC OBSERVER refers to any non-paid, visiting person, at least 15 years of age, from a recognized college, university, or high school, who is assigned to a specific radiography program student or radiology department staff member by the School of Radiologic Technology clinical coordinator to observe clinical operations of the Radiology Department for radiography program purposes.

The assigned radiograph program student or radiology department staff member will be responsible for the observer and ensure compliance with Hospital policies and procedures.

Process:

Students who have completed the School of Radiologic Technology Observation Form and spoken with the School of Radiologic Technology clinical coordinator will *observe* patient care under the direct supervision of a radiography student or radiology department staff member. Such individuals are subject to the requirements and responsibilities for academic observing in accordance with this policy. Any person wishing to be an observer must notify the School of Radiologic Technology within a minimum of five (5) business days before planned observation. Due to the risks associated with certain hospital environments, observers are *not* permitted in the Operating Room or Critical Care Unit.

The requirements to be a School of Radiologic Technology academic observer are described below, broken out by School of Radiologic Technology and observer responsibilities.

School of Radiologic Technology Responsibilities:

- When accepting a student to observe, the School of Radiologic Technology must receive and review the completed School of Radiologic Technology Academic Observation Form to the School of Radiologic Technology Clinical Coordinator at least five (5) days prior to the student's observation.
- Ensure that the student has completed all required paperwork. On the day of observation, all observers must obtain an observer badge, which can be picked up by the observer in the School of Radiologic Technology clinical coordinator's office. Any observer not in compliance

with these requirements should be directed to the radiography program director before observation or sent home.

- For any patient observation, a verbal consent from the patient or surrogate is required before entering the room with the observer. Upon refusal in either instance, the observer must not enter the room under any circumstance.
- Ensure that the observer does not engage in any of the following activities:
 - Speaking with patients unless invited
 - Examining patients
 - Writing in or accessing patient charts
 - Advising clinicians or the patient regarding medical care or treatment
 - Participating in patient care in any manner
- Provide the student with guidance as to appropriate behavior and attire. The student is expected to wear business casual clothing and he/she is not permitted to wear open-toed shoes, tank/tube tops, t-shirts, jeans, cutoffs, shorts, sweats, perfume/cologne, dangling or inappropriate jewelry. Students with such attire will be sent home.
- Confirm that the observer has left any personal electronic devices capable of video, photography, or communication at home or inside their vehicle.
- Arrange the date and time with the academic observer at least five (5) days prior to observation.
- Provide a brief orientation to the Hospital's safety standards, infection control procedures, and HIPAA privacy concerns. All students will be given acknowledgement forms with more details about each policy and should have a basic understanding before arriving at the Hospital. Any non-compliance with such policies should be referred to the School of Radiologic Technology clinical coordinator and the observer should be sent home.
- Instruct observer to return his/her badge and sign out at the end of the observation with the School of Radiologic Technology Clinical Coordinator. If observing at a Middlesex Health satellite facility, the badge may be returned to School of Radiologic Technology clinical instructor before leaving the satellite facility. The observer will follow the outline procedure for the specific hospital they have gained the opportunity to observe.

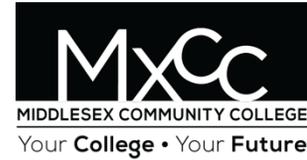
Observer Responsibilities:

- Observer will complete the School of Radiologic Technology Observation Health Form (if observing at a Middlesex Health site), which can be downloaded from the college webpage, and he/she must file a completed copy with the School of Radiologic Technology clinical coordinator at least five (5) days prior to the requested observation date.
- Observer understands that he/she will not be provided with liability or medical insurance nor qualify for workers compensation benefits if injured during the course of the observership.

Observer will provide documentation that he/she has health insurance coverage which is valid in the United States.

- Observer will not provide medical care to patients which includes but not limited to performing the following functions: Take a medical history, perform physical examination, diagnose and treat a patient's condition, prescribe and administer drugs, write notes or orders in patient's chart, perform and assist in a procedure, bill for services rendered. Observer acknowledges that providing medical care to patients in violation of this agreement.
- Observer understands that he/she must be accompanied by their assigned radiography program student or radiology department staff member when observing patient care activities. Observer has no independent access to patients or to patient records (electronic or hard copy).
- Observer must wear a temporary ID badge with an "Academic Observer" label and must return the temporary badge to the School of Radiologic Technology clinical coordinator or the clinical instructor if at a Middlesex off-site.
- Observer will provide documentation of current (within one (1) year of request for observation) basic immunization records to include: Rubella, Rubeola (Measles), Mumps, Varicella (chicken pox), Tuberculosis (2 step), and Hepatitis B (optional).
- Observer agrees to refrain from patient care observation at any time observer has an infectious disease or condition that could be transmitted to patients.
- Observer, at Middlesex Health, will watch an orientation video.
- Observer will not disclose or discuss patient identifiable information with any persons except in accordance with applicable law, Hospital policies and with the approval of other healthcare providers involved in the patient's care as needed to facilitate the observership experience.
- Observer assumes all costs incurred during observation hours, including meals, parking, etc.
- **Observers are expected to dress appropriate business casual and are not permitted to wear open-toed shoes/high heels, tank/tube tops, t-shirts, jeans, cutoffs, shorts, sweats, perfume/cologne, dangling or inappropriate jewelry (earrings or necklaces, visible body piercings). Students with such attire should be sent home.**
- Observer is not permitted to carry any personal electronic devices capable of video, photography, or communication. All such devices should be left at home or in their vehicle.
- Observer releases Middlesex Health and its affiliates, trustees, officers, employees and agents from any responsibility or liability for personal injury, including death, and damage to or loss property that Observer may incur due to negligence of the Hospital and its affiliates, trustees, officers, employees and agents arising while Observer is in the Hospital.

MxCC School of Radiologic Technology
Academic Observer Policy Agreement



I have read and agree to follow the Middlesex Community College School of Radiologic Technology Academic Observer Policy.

I have provided documentation of current (within one (1) year of request for observation) basic immunization records to include: Rubella, Rubeola (Measles), Mumps, Varicella (chicken pox), Tuberculosis (2 step), and Hepatitis B (optional) to the Office of Enrollment Services at Middlesex Community College.

I agree to refrain from patient care observation if I have an infectious disease or condition that could be transmitted to patients.

Printed Name

Signature

Date

*Please mail or return form to the Middlesex Health School of Radiologic Technology at the address below at least **5 BUSINESS DAYS** prior to observation.

Office of Enrollment Services
Middlesex Community College
100 Training Hill Road
Middletown, CT 06457-4889

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Observation/Shadow Documentation Form

This form is part of the application process to the Middlesex Community College Radiologic Technology Program and should be completed and submitted to the Office of Enrollment Services at Middlesex Community College on or before March 6, 2020 as part of the Fall 2020 application process for the Radiologic Technology Program.

Print Name

Address City ST Zip Code

Phone (Cell) Email

To be completed by Hospital Staff:

Name of Applicant: _____, attended a 2-hour
observation/shadow at the facility listed below on (Date): _____.

Hospital Name

Address

City ST Zip Code

Radiology Department Staff Name/Credentials (Print)

Radiology Department Staff Signature Date

Office of Enrollment Services
Middlesex Community College
100 Training Hill Road
Middletown, CT 06457-4889

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Mid-Term Grade Report

Students taking college courses at any institution during the spring 2020 semester are required to submit mid-term grades. Please bring this form to your current instructor/s, have each instructor sign the form, and indicate your current grade. Please note: instructors must provide a letter grade (a range of grades is acceptable, for example: "A-/B+"). If you have any questions, please call the Office of Enrollment Services at 860-343-5719.

Student name: _____ Banner ID: @ _____

Spring 2020 semester courses:

College/University: _____

Course Title: _____

Current grade: _____ Date: _____

Instructor's signature: _____

Email: _____ Phone: _____

Comments: _____

College/University: _____

Course Title: _____

Current grade: _____ Date: _____

Instructor's signature: _____

Email: _____ Phone: _____

Comments: _____

College/University: _____

Course Title: _____

Current grade: _____ Date: _____

Instructor's signature: _____

Email: _____ Phone: _____

Comments: _____

College/University: _____

Course Title: _____

Current grade: _____ Date: _____

Instructor's signature: _____

Email: _____ Phone: _____

Comments: _____

College/University: _____

Course Title: _____

Current grade: _____ Date: _____

Instructor's signature: _____

Email: _____ Phone: _____

Comments: _____
